



**Financial Management Services (FMS)  
Operations and Maintenance Meeting Recap**

<b>Meeting Date:</b>	April 4, 2024, 9:00 a.m. CT
<b>Purpose:</b>	To discuss O&M Related Activity
<b>Desired Outcome:</b>	To provide two-way communication between the FMS teams and the Agencies using FMFI to operate their business processes and accomplish their mission.
<b>Attendance:</b>	Recorded through MS Teams Attendance report

**Agenda**

<b>Speaker</b>	<b>Topic</b>
Customer Services Division/Directives & Training Branch – Kourtney Peters	Update: FIET Project
Technical Operations Maintenance Branch – Gerald Spears	Update: FMFI System Maintenance – April Activities
Agency(s)	Comments/Questions

**CSD Updates – FIET Project**

- April: The FIET survey went out April 1, 2024; *The Monthly Momentum* newsletter will go out the week of April 8, 2024.
- FMFI Code Brown Out period: July 2023 – May 2024
- FMFI Code Black Out period: June 2024 – January 2025

**FMS Branch Notifications**

Technical Operations Maintenance Branch (TOMB) – FMFI system maintenance activity.

- Disaster Recovery (DR) drill is scheduled for April 20, 2024. The production environment will not be available during the drill.
- Production System Maintenance is scheduled for April 27, 2024. Payroll will run on Sunday, April 28, 2024, after the maintenance.

FMS will send a notification prior to these efforts.

**Agency Representative(s)**

REE/NASS – Wendy Bugtai has an issue with correcting prior year invoice de-obligated in FMFI. Agency will create a ServiceNow ticket and someone on Donna Raymond Teir2 Team will work to resolve the issue.

O&M Recaps are posted to the [FMS website](#).

All the latest information can be found on the [FIET webpage](#).

**Note:** Next meeting, Thursday, April 11, 2024, at 9:00 a.m. CT.